

**SPAULDING HIGH SCHOOL
FINANCE COMMITTEE MEETING**
Spaulding High School Library
October 25, 2017 - 4:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Paul Malone - Chair
Tim Boltin
Penny Chamberlin, Director Central Vermont Career Center
Lisa Perrault, Business Manager
Brenda Waterhouse, Principal

COMMITTEE MEMBERS ABSENT:

David LaCroix
Dotty Ricks

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Jaime Evans, Facilities Director
Donald McMahon, Special Services Director

1. Call to Order

The Chair, Mr. Malone, called the Wednesday, October 25, 2017, Finance Committee meeting to order at 4:02p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Approval of Minutes – September 14, 2017 Finance Committee Meeting

On a motion by Mr. Boltin, seconded by Ms. Chamberlin, the Committee unanimously voted to approve the Minutes of the September 14, 2017 Finance Committee meeting.

4. FY18 Budget

Seven reports were distributed; SHS and CVCC Revenue Summary Reports (dated 10/23/17 and 10/20/17 respectively), the SHS and CVCC FY18 Expenditure/Year-end Projection Reports (dated 10/25/17), the SHS and CVCC Expenditures Reports (dated 10/20/17), and the BSU Budget FY18 Report (dated 10/20/17). Mrs. Perreault and Ms. Chamberlin reviewed the FY18 CVCC data this week. Mrs. Perreault provided a brief overview of the CVCC unaudited projection, including items with significant overages, and the corresponding notations (Clerical Salary, the Office Renovation, and the Recapture amount). It was noted that it is early in the year and line items are subject to change. It was also noted that business revenue is not in the report yet. Ms. Chamberlin anticipates that there will be no deficit at the end of FY18.

Mrs. Perreault and Mrs. Waterhouse advised regarding the projected (unaudited) SHS deficit of \$172,408. An overview of line items with significant overages/savings was provided including; savings relating to staff changes (library para-educator support and a new PE teacher), and overages relating to a salary/benefit increase for the SRO, students placed out of district (\$123,000 per student per year), para-educator clerical support, student transportation (to an independent school's mid-day program), and the recapture. In response to frustration voiced regarding SPED deficits, and the process for budgeting Special Education, Mrs. Perreault advised that a deficit could be avoided if the Board agreed to increase the expense budget. Past budgets have been created using known expenses for existing students. The budget has not been built with a cushion for students who move into the district or for existing students who qualify for SPED services after the budget has been created.

There was no discussion on the BSU FY18 Budget Report.

5. FY19 Budget Development

Four documents were distributed; SHS and CVCC Budget Considerations Documents (dated 10/25/17), and the SHS and CVCC Budget Development Drafts (dated 10/23/17). A document titled 'CAPITOL IMPROVEMENT PROJECTS' was also distributed. Mrs. Waterhouse and Ms. Chamberlin advised that the Superintendent has given them a directive to level fund the FY19 budget. Mrs. Perreault provided an overview of the CVCC Budget Considerations document, including the General Fund balance, unknown salary and benefit increases (negotiations still pending), the recapture amount (NOT embedded in the budget draft) and VSTRS Health

Assessment for teachers new to the retirement program. VEHI has advised that health insurance costs were underestimated. There will be increases for recently negotiated para-educator salary and benefit (para-educators are now eligible for VMERS) increases. The option for custodial workers to join VMERS should produce minimal budgetary impact. Mrs. Perreault advised she does not anticipate significant savings relating to the new health insurance plans. The recapture amount will be added to the FY19 budget as an expense. Mrs. Perreault confirmed that amounts listed on the Budget Considerations document are in the draft budget. Reporting format changes were briefly discussed. Ms. Chamberlin provided an overview of some of the considered increases/decreases, including an increase in the salary/benefit line item (due to a position no longer being in Perkins). Reductions include tuition reimbursement, the office project (which is now complete), a .5 FTE Pre-tech position, and reduction in one position in Cosmetology. It was noted that the CVCC portion of the School Resource Officer's salary/benefits (\$9,400) may be cut as the position may be eliminated. Ms. Chamberlin noted that there has been a loss of 12 students between FY17 and FY18.

Mrs. Perreault opened discussion of the SHS FY19 budget with a cautionary note that reserves have been depleted. Mrs. Waterhouse provided an overview of the reductions listed on the Considerations document, including; travel and conferences, and reductions in 5 positions, including 1 full time English teacher and the School Resource Officer. The Resource Officer's position could be filled with a security guard at a lower cost. Mrs. Poulin raised a parental concern that the absence of law enforcement at SHS may result in increased drug activity and student violence. If the SRO position is to be eliminated, the City of Barre should be notified as soon as possible. Concern was raised regarding the number of days that the SRO is absent from SHS due to other business, training and vacation days. There is concern that SHS is not receiving the amount of service it is paying for. A \$7,000 reduction for elimination of all scrimmages and sports uniforms is not reflected on the Considerations document. The reductions listed, total approximately \$200,000 and another \$300,000 will need to be cut to level fund. Mrs. Waterhouse and Ms. Chamberlin advised that the Superintendent has asked that the FY19 budget be level funded. Mrs. Waterhouse and Mr. Evans have cut the facilities budget by \$20,000 (16K SHS and 4K CVCC – electricity, supplies, and wood chip reductions). Adding to the Special Education budget, to make it more realistic, will cause even more reductions in regular education. The Committee discussed the Capitol Improvement document, specifically the 5 year plan, as required by the State Fire Marshall. Plans for FY19, include completion of univentilator replacements, completion of auditorium curtain replacement, and per the State Fire Marshall, installation of 5 fire door assemblies which will cost approximately \$40,000 to \$50,000. Plans for later years include ongoing sprinkler work to assist with compliance with fire safety code. Sprinkler installation is very costly and will add significantly to future budgets. It was noted that all Transportation and Special Education revenue and expenses will be in the SU budget, resulting in a much lower bottom line for the FY19 SHS budget. Mr. Malone advised that he would like to see a more realistic budget that reflects the true cost of providing a quality education. A revised version of the budget, with the 'cut' positions added back in, will be created.

6. Other Business

None.

7. Items to be Placed on Future Agenda

No discussion.

8. Next Meeting Date

The next Finance Committee Meeting will be held on Wednesday, November 29, 2017 at 4:00 p.m., in **Room 136 at CVCC**.

The Next SHS Facilities Committee Meeting precedes the above meeting on Wednesday, November 29, 2017 at **2:00 p.m.** in **Room 136 at CVCC**.

The next regular meeting of the SHS Board has been changed from November 2, 2017 to Thursday, November 9, 2017 at 6:00 p.m. in the SHS Library.

9. Adjournment

On a motion by Mr. Boltin, seconded by Mrs. Perreault, the Committee unanimously voted to adjourn at 6:12 p.m.

Respectfully submitted,

Andrea Poulin